

Department of Environmental Services City Hall Room 300B, 30 Church Street Rochester, New York 14614-1290 www.cityofrochester.gov



NUMBER 1.2

FLEET MANAGEMENT POLICY / PROCEDURE

SUBJECT: Placement of Mission Statement at CVMF

APPROVED:

Michael Quattrone, Fleet Manager

PURPOSE: Determine if mission statement placement is appropriate around the

CVMF; follow through with any recommended changes (e.g., additions,

eliminations, and alternative means of communication).

PROCEDURE: On September 1, 2009 at a Fleet Management Team meeting the mission

statement was reviewed and a discussion followed about the appropriate locations for the statement within the facility. Copies of the mission

statement, with frames, were distributed for placement throughout the

office areas, as well as, the shop floor.

PREPARED BY: Michael Quattrone, Fleet Manager

DATE: September 2, 2009

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